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## **SAM-O Course Security Cooperation Information Portal (SCIP) Exercise and Guide**

**15 September 2003**

**Note:** This *Exercise* will teach you to use the new **Security Cooperation Information Portal (SCIP)** system. It will acquaint you with the broad range of international logistics and financial information that is now available via the web. Please understand that this system is quite dynamic and is continuously being improved. Consequently, there may be slight differences between the *current* web site content and this *Exercise*. Please take your time and follow the *step by step* instructions that are provided, until you become more familiar with this site. When you return to your home station, you will find that this *Exercise* will serve you and others in your SAO office as a *Guide* to using this web site.

### **Accessing the Security Cooperation Information Portal (SCIP) Web Site**

The newly created **Security Cooperation Information Portal (SCIP) Web Site** provides access to a wide range of information that covers the management Foreign Military Sales (FMS) cases. Naturally you will want to create a *Bookmark* (Netscape) or a *Favorite* (MS Internet Explorer) on your duty station computer to facilitate accessing this and other international sales web sites.

In order to access the SCIP type the following in the address line of your Internet browser:

<https://www.scportal.us/portal>

The SCIP login screen will appear.

**Authentication Form**

UserID:

After entering your User ID click on the continue button and the following screen will appear asking for input of your password.

## Authentication Form

UserID: tdop

Password:

Authenticate

After entering your Password click on the Authenticate button. Assuming your ID and password worked correctly you will see the Welcome screen next.



## Security Cooperation Information Portal (SCIP)

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### U.S. Government Computer Use

This is a Department of Defense Computer System. This computer system, including all related equipment, networks, and network devices (specifically including Internet access) are provided only for authorized U.S. Government use. DoD computer systems may be monitored for all lawful purposes, including to ensure that their use is authorized, for management of the system, to facilitate protection against unauthorized access, and to verify security procedures, survivability, and operational security. Monitoring includes active attacks by authorized DoD entities to test or verify the security of this system. During monitoring, information may be examined, recorded, copied and used for authorized purposes. All information, including personal information, placed or sent over this system may be monitored.

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[Please read this Privacy and Security Notice.](#)

Continue

Click on continue and a screen similar to the one below will be displayed.

Welcome Thomas Dop [Logout](#) Tuesday, September 02, 2003 [HELP](#)

COMMUNITIES  
SCIP

[COUNTRY PROFILE](#) | [CASE STATUS](#) | [AD-HOC REPORTS](#) | [INPUT FORMS](#) | [REQUISITION EXTRACT](#) | [REQUISITION SUMMARY](#)

### Country Profile Summary

BN (Bandania)	
Total Cases	340
Total Value:	\$9,035,527,083.00

[View Country Detail](#)

**Total Cases:** 340  
**Total Value:** \$9,035,527,083.00  
**Countries:** 1

[Printable View of This Report](#)

*As of 2003-09-02 10:28:28.0*

### Country Profile by Implementing Agency

**Country:** BN (Bandania) [Printable View of This Report](#)

**Implementing Agency: B (Army)**

Case ID	Case Description	Total Value
BN-B-ABC	COMMO SPARES PARTS	\$0.00
BN-B-SUV	SPARES PARTS CASE FOR ARMO...	\$4,799,996.00
BN-B-XYZ	AVIATION SPARE PARTS	\$39,996,938.00

72 Cases for B (Army) [Case Detail](#)

Total value: \$562,220,397.00 [View Report](#)

**Implementing Agency: C (Defense Information Systems Agency (DISA))**

Case ID	Case Description	Total Value
BN-C-ABC	SPECTRUM XXI SOFTWARE	\$7,609.00

1 Cases for C (Defense Information Systems Agency (DISA)) [Case Detail](#)

Total value: \$7,609.00 [View Report](#)

**Implementing Agency: D (Air Force)**

Case ID	Case Description	Total Value
BN-D-ABC	AMMUNITION-OTHER PYROTECHNICS	\$2,608,134.00
BN-D-SUV	CAD/P&D BUY FOR FISCAL YEA...	\$11,066,191.00
BN-D-XYZ	ANNUAL CAD/P&D BUY	\$3,308,581.00

115 Cases for D (Air Force) [Case Detail](#)

Total value: \$7,411,698,545.00 [View Report](#)

You will notice that the screen is broken into two parts. The left side of the screen contains overall summary data associated with your country. The right side of the screen is where the detailed data is displayed. If you scroll down the right side of the screen you will notice that all cases are first displayed by U.S. Implementing Agency (IA). Once you get halfway down the screen the display changes to list the cases by Host Country Service.

How many cases do you have with the U.S. Army? \_\_\_\_\_

How many cases do you have with IA P? \_\_\_\_\_

How many cases are with the host nation Air Force? \_\_\_\_\_

Do any of these numbers surprise you? Y or N. If Yes, which one(s)? \_\_\_\_\_

Are any other implementing agencies listed? Y or N. If Yes, which one(s) and how many case(s)?

\_\_\_\_\_

In order to view more detailed information you will have to select what category of information you want from the drop down list below each set of cases. Click on the drop down menu below one of the case sections and you will see the different options that are available to you.

Case Description	Total Value
COMMO SPARES PARTS	\$0.00
SPARES PARTS CASE FOR ARMO...	\$4,799,996.00
AVIATION SPARE PARTS	\$39,996,938.00

es for B (Army) [Case Detail](#)

: \$562,220,397.00

ency: C (Defense Information Sys [Case Detail](#)

Case Description
SPECTRUM XXI SOFTWARE

[Case Detail](#)  
[Case Status Detail](#)  
[Rollup Summary of All Lines](#)  
[Case Line Detail](#)  
[Active Requisitions](#)  
[SDR Detail](#)  
[Case History Report](#)

Each of these options will be discussed in detail on the following pages.

### **Case Detail**

The case detail portion of SCIP gives you overall information about a particular case. It includes dollar values, the terms of sale, and information concerning amendments and modifications. Select one of the larger cases for your country and click on it (*Note: this will "highlight" the case*). Make sure Case Detail is selected in the drop down menu and then click on View Report. A screen similar to the one below will appear.

### Case Detail

**CASE ID: BN-B-XYZ**

**DESCRIPTION: AVIATION SPARE PARTS**

<b>Case Information</b> Country: BN (Bandaria) Customer Service: B (Army) Blanket Order Case: Yes Related Cases: No Navy Accounting System: Customer Requisition Allowed: No	<b>Case Values</b> Total Case Value: \$39,996,938.00 Net Case Value: \$38,770,366.00 Programmed Case Value: \$37,872,769.62 Unprogrammed Case Value: \$897,596.38 Administrative Surcharge Value: \$1,219,905.00 Transportation Value: \$6,668.00 Accessorial Packaging, Crating, Handling: --- Administrative CLSSA Value: --- Other Accessorial Value: ---
<b>Case Milestones</b> Basic LOA Implementation Date: 10/19/1992 Last Implemented Amendment: A9 Last Implemented Modification: M2 Last Implemented Document: A9 08/19/2002 Estimated Closure Date:	<b>Funding</b> Term of Sale (1): Z (FMS Credit) Term of Sale Value (1): \$39,996,940.00

Case Status Detail ▼

View Report

[Close this window](#)

For the case you selected answer the following:

Does the country service match the IA? Y or N. Should it? Y or N. (Hint: It depends)

Are there any amendments or modifications to this case? Y or N

What is the overall value for this case? \_\_\_\_\_

**Note:** Clicking on any text in the SCIP that is in BLUE will display help associated with that particular item. Try clicking on the blanket order case field. Does the help make sense? Y or N

### **Rollup Summary of All Lines**

Change the drop down menu at the bottom of the screen to Rollup Summary of All Lines and then click on View Report. A screen similar to the one below should be displayed.

## Rollup Summary of All Lines

**CASE ID: BN-B-XYZ**

**DESCRIPTION: AVIATION SPARE PARTS**

<b>Case Information</b> Country: BN (Bandaria) Implementing Agency: B (Army) Case Designator Code: XYZ Customer Service: B (Army) Blanket Order Case: Yes Related Cases: No Navy Accounting System: Customer Requisition Allowed: No Date of Last Action: 08/19/2002 Case Line Count: 2 Case Manager: Freeman, Michael Case Status: I (Implemented)	<b>Case Values</b> Total Case Value: \$39,996,938.00 Net Case Value: \$38,770,366.00 Programmed Case Value: \$37,872,769.62 Unprogrammed Case Value: \$897,596.38 Administrative Surcharge Value: \$1,219,905.00 Transportation Value: \$6,668.00 Accessorial Packaging, Crating, Handling: --- Administrative CLSSA Value: --- Other Accessorial Value: ---
<b>Case Milestones</b> Last Implemented Amendment: A9 Last Implemented Modification: M2 Last Implemented Document: A9 08/19/2002 Estimated Closure Date:	<b>Requisition Information</b> Total Requisition Count: 18531 Total Requisition Value: \$37,906,516.36 Unshipped Requisition Count: 194 Unshipped Requisition Value: \$4,619,392.74 Shipped Partial-Billed Requisition Count: 0 Shipped Partial-Billed Requisition Value: --- Shipped Expended Requisition Count: 16833 Shipped Expended Requisition Value: \$32,424,389.28 Shipped Unbilled Requisition Count: 75 Shipped Unbilled Requisition Value: \$213,325.82

This screen gives a rollup of all logistics information for a particular case. The main difference between this view and that of Case Detail is that requisition information is included on this screen.

For the case you selected how many requisitions are there? \_\_\_\_\_  
How many requisitions have been shipped, but remain unbilled? \_\_\_\_\_

### Active Requisitions

Select Active Requisitions from the drop down menu at the bottom of the screen and click view report. A screen similar to the one below should be displayed.

## Active Requisitions

Case ID: BN-B-XYZ

Requisition Document Number	NSN/Part/Reference Number	Transportation Control Number
BBN0428336Y001	ZZ9990DUPTNRD	
BBN0429013Y001	ZZ999000	
BBN0524347Y001	ZZ9990NONSTD	
BBN0526165Y001	ZZ99900THERTA	
BBNBDJ1111S001		
BBNBDJ1111S002		
BBNS5200950148	3110004211816	
BBNS5200950148A	3110004211816	BNS5200950148AX
BBNS521093E078	3040009428570	BNS521093E078XX
BBNS5213060026C	5360010407847	
BBNS5213060026A	5360010407847	BNS5213060026AX
BBNS5213060026B	5360010407847	BNS5213060026BX
BBNS5213060048A	2915000751184	BNS5213060048AX
BBNS5213060048D	2915000751184	BNS5213060048DX
BBNS5213060048B	2915000751184	BNS5213060048BX

Total of 760 Requisitions

[Close this window](#)

This screen lists all requisitions currently in the system. Generally speaking you will get inquiries several times a week from your host nation counter part on the status of their requisitions. This is the screen you would go to find detailed information about their requisitions. How many requisitions exist for your case?

Click on one of the requisitions on the list and then click on view report (or you can simply double-click the requisition line on the screen) and a screen similar to the one below will be displayed.

## Active Requisitions

CASE ID: BN-B-XYZ

<b>Case Information</b> Country Code: BN (Bandaria) Case Designator Code: XYZ Implementing Agency: B (Army) Customer Service: B (Army)		<b>Funding</b> Unit of Issue: EA Quantity: 1 Fund Code: YY Distribution Code: B Signal Code: L Unit Price: \$1,075.77 Extended Price: \$1,075.77 Current Status Code: Current Status Date:
<b>Requisition Milestones</b> Date Established: 04/03/2001 Follow-up Trigger Date: Required Availability/Delivery Date: A12 Estimated Ship Date: Date of Shipment: 04/07/2001 Date Sent to Source of Supply: 04/03/2001 Priority: 3		<b>Requisition Information</b> Document Identifier: ZP1 Routing Identifier: S9C NSN/Part/Reference Number: 3040009428570 Requisition Document Number: BBNS521093E078 Requisition Document Number Suffix: Line Item: 001 Project Code: Mode of Shipment: 5 Transportation Control Number: BNS521093E078XX Advice Code: Contract Number: Supplementary Address: BZ2BDJ

[Close this window](#)

With this information you should be able to answer any question the host nation poses concerning the status of their parts.

What is the priority of this requisition? \_\_\_\_\_

When will the item be shipped? \_\_\_\_\_

Does this requisition have any special advice codes? Y or N. If yes, what is it and where can you find the meaning? \_\_\_\_\_

What does the Requisition Document Number Suffix mean? \_\_\_\_\_

### **SDR Detail**

Close the Active Requisition detail screen and you will be returned to the Active Requisition pick list. Close this window and you will be returned to the Rollup Summary of All Lines screen. Select SDR Detail from the pull down menu at the bottom of the screen and then click on view report. A screen similar to the one below will be displayed.

<b>SDR Detail</b>		
<b>Case ID: BN-B-XYZ</b>		
Customer Assigned SDR Number	Requisition Document Number	Unit Price
E4012	BBNS5223640435B	\$239.00
S0002	BBNS5291670294A	\$4.85
S0003	BBNS5291670418	\$8.35
S0015	BBNS5291670346	\$9,156.91
S0017	BBNS5291670123B	\$207.81
S0018	BBNS5292110014	\$92.09
S0019	BBNS5281380046	\$1,084.11
S0020	BBNS5292110442A	\$2.65
S0021	BBNS5291670206	\$16.36
S0022	BBNS5282740276	\$17.50
S0038	BBNS5292110190	\$7.71
S0055	BBNS5290960087	\$1,120.17
S0056	BBNS5200770023	\$275.46
S0061	BBNS5292110290A	\$622.00
S0063	BBNS5293020065	\$934.00

[View Report](#)

**Total of 241 Lines totalling \$201,524.77**

[Close this window](#)

This list depicts all Supply Discrepancy Reports (SDR) that have been submitted by the country. Choose one and view the report associated with it. A screen similar to the one below will be displayed.

## SDR Detail

### CASE ID: BN-B-XYZ

<b>Case Information</b> Country Code: BN (Bandaria) Implementing Agency: B (Army) Case Designator Code: XYZ Customer Service: B (Army) Requisition Document Number: EBNS5291670346 Requisition Document Number Suffix: NSN/Part/Reference Number Requisitioned: 1615009113705 Country Follow-ups for Materiel Return: Project Code: Action Code: 2J Case Line: 001		<b>SDR Values</b> Quantity Billed: 0 Quantity Received: 2 Quantity Shipped: 0 Unit Price: \$9,156.91 Unit of Issue: EA SDR Value: \$18,313.82 Wrong Item RIC: Wrong Item Value: \$0.00 Adjudicated Value: \$18,313.82 Part Number Received: 000000000000000	
<b>Case Milestones</b> Shipped Date: 07/13/1999 SDR Retired Date: 03/30/2003 DFAS-DE Billing Date: 0103 Date Established: 04/13/2000 Date Received - SF364: 03/30/2000 Date Financially Complete: Date Logistically Complete: 03/06/2001 Date Materiel Turned-in: Progression Date: 03/30/2003 Action Taken Code: 8 Date of Preparation: Date Material Return Suspense:		<b>SDR Information</b> Customer Assigned SDR Number: S0015 SDR Number Suffix: 0 SDR Supply Source Control Number: Transportation Control Number: BNS5291670346X Contract Number: Discrepancy Code: C2 Fund Code: Advice Code: NSN/Part/Reference Number Received: 000000000000000 Part Number Requisitioned: 1615009113705 Managing RIC: B17 Billing RIC: B17 Quantity Discrepant: 2 Processing RIC: BR4 Progression Code: 7	

Was this SDR submitted within the established timeframes for potential approval? Y or N.  
Does this SDR dollar value meet the established criteria? \_\_\_\_\_

### Case Line Detail

Close the SDR detail window and then close the SDR pick list menu. At the bottom of the screen select Case Line Detail from the pull down menu and then click the view report. A screen similar to the one below will appear.

## Case Line Detail

Case ID: BN-B-XYZ

Case Line Item	MASL Number	Total Line Value
001	9A9C00ACPARTS	\$35,930,705.00
002	9A9C00ACPARTS	\$2,839,662.00

[View Report](#)

**Total of 2 Lines totalling \$38,770,367.00**

[Close this window](#)

This list shows you all of the lines for a particular case and their associated values. Select one of the lines and then click on view report. A screen similar to the one below will appear.

## Case Line Detail

**CASE ID: BN-B-XYZ**

<b>Case Information</b> Country: BN (Bandaria) Implementing Agency: B (Army) Case Designator Code: XYZ Customer Service: B (Army) MASL Number: 9A9C00ACPARTS Stock number: Generic Code: A9C Type of Assistance: Z Federal Condition Code: MDE Code: N Offer/Release Code: Z Delivery Term Code: 5 Administrative Surcharge Percentage: CAS percentage: Sub Line: Case Line Item: 001 Date of Last Action: 10/09/2001	<b>Case Values</b> Total Line Value: \$35,930,705.00 Unit Price: \$0.00 Unit of Issue: XX Quantity: Estimated Accessorial Value: \$6,667.54 Estimated CAS Value: \$93,993.85 Estimated LSC Value: \$91,539.00 Acquisition Value: \$0.00
<b>Case Milestones</b> Last Implemented Amendment: A9 Last Implemented Modification: M3 Appropriation and Budget Activity Account Code: Estimated Leadtime: - Source of Supply: X	<b>Requisition Information</b> Total Requisition Count: 18418 Total Requisition Value: \$37,839,947.83 Shipped Unbilled Requisition Count: 75 Shipped Unbilled Requisition Value: \$3,423.35 Shipped Partial-Billed Requisition Count: 0 Shipped Partial-Billed Requisition Value: \$0.00 Shipped Expended Requisition Count: 16793 Shipped Expended Requisition Value: \$324,131.78 Unshipped Requisition Count: 194

This screen shows the detailed breakout for the line you selected including all financial information associated with that line.

What does the Source of Supply code "X" mean? \_\_\_\_\_  
What is the Generic Code? \_\_\_\_\_ Does this code require LSC to be applied? \_\_\_\_\_

### **Case History Report**

Close the Case Line Detail screen and then close the Case Line Detail pick list. At the bottom of the screen select Case History Report from the pull down menu and then click view report. A screen similar to the one below will appear.

## Case History Report

**CASE ID: BN-B-XYZ**

Case Version	Case Status Date
0A9	08/19/2002
001	08/19/2002
0A8	01/08/2002
0A7	09/25/1998
0A6	08/06/1997
0A5	11/07/1996
0M2	03/16/1996
0M1	10/04/1995
0A4	04/18/1995
0A3	11/08/1994
0A2	10/19/1993
0A1	04/23/1993
00B	10/19/1992

[Close this window](#)

This screen gives you a history of the case in terms of amendments and modifications that have been made. Select one from the list and click on view report. A screen similar to the one below will be displayed.

Case History Report	
CASE ID: BN-B-XYZ	
<b>Case Information</b> Country: BN (Bandania) Implementing Agency: B (Army) Customer Service: B (Army) Case Version: A9 Case Version Description: is for UH-1H/AH-1P Helicopter - aircraft components, parts, and accessories. Increased line one (001) and total case value to reflect additional requirements per country request. Transportation charges have been adjusted to reflect current policy and actual billing to date. Revised applicable notes accordingly. Case Description: UH-1H/AH-1P SPARE PARTS BOE CASE Security Classification: U	<b>Case Values</b> Total Case Value: \$39,996,938.00
<b>Case Milestones</b> Estimated Closure Date: Customer Request Date: 05/07/2002 LOR Receipt Date: 05/07/2002 Basic LOA Implementation Date: Basic LOA Country Acceptance Date: Customer Request Reference Text: BNLNO E-Mailed dated 07 May 2002.	<b>Case Status</b> Case Status: I Case Status Date: 08/19/2002 Signature Date: Counter Signature Required: Yes State Department Approval: Yes State Department Approval Date: 07/12/2002 Offer Expiration Date: 08/16/2002

[Close this window](#)

This screen shows you the detail of a particular amendment or modification to the case. For the Amendment or Modification you selected answer the following:

What is the reason for the Amendment/Modification? \_\_\_\_\_  
What is the reference for this change? \_\_\_\_\_

### Main Menu Bar

Close out any windows you have open until you return to the "Main Menu" (original screen you were on after the welcome screen) of the SCIP. You will notice that across the top of the screen there are several options available to you (Country Profile, Case Status, etc.). These are discussed below.

### Case Status

Click on the Case Status tab on the menu bar shown in the screen below.



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**Country Profile Summary**

BN (Bandaria) [Printable View of This Report](#)

Total Cases: 340

Total Value: \$9,035,527,083.00

**Country Profile by Implementing Agency**

Country: BN (Bandaria)

Implementing Agency: B (Army)

Case ID	Case Description	Total Value
BN-B-ABC	COMMO SPARES PARTS	\$0.00

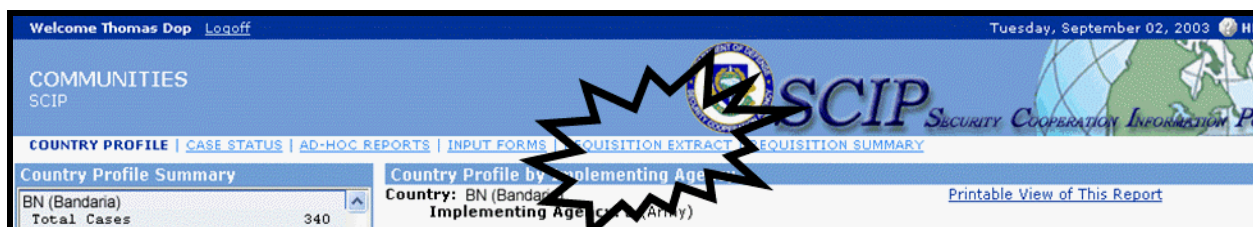
This screen breaks out all of your cases by their status. You will notice on the left side of the screen a roll-up of all of your cases by their status and the right side of the screen shows you the detailed breakout of your cases by this status (i.e. offered, implemented, closed, etc.). Try selecting one of the cases under the offered section on the right side of the screen and then click on view report. What is shown on the screen? \_\_\_\_\_ The reason for this is that the case hasn't been implemented yet so no case detail, or anything else for that matter, will be displayed. The only cases that you can drill down into are those that are implemented. This portion of the SCIP should be very useful to you in answering questions from your host nation counterparts.

How many cases have been offered to your country? \_\_\_\_\_

How many cases have been closed – final? \_\_\_\_\_

### Requisition Extract

Click on the Requisition Extract tab on the menu bar shown in the screen below.



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**Country Profile Summary**

BN (Bandaria) [Printable View of This Report](#)

Total Cases: 340

**Country Profile by Implementing Agency**

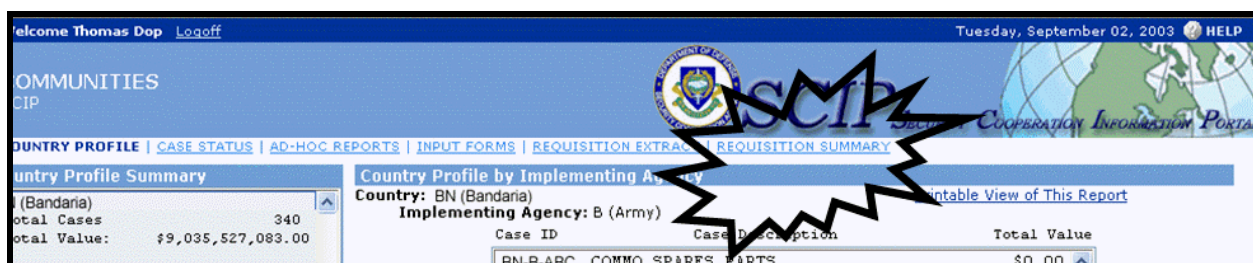
Country: BN (Bandaria)

Implementing Agency: B (Army)

This screen allows you to pull a detailed report on all requisitions for a particular case. Although this tab is primarily designed for the host nation it may have some application to you if you want to query the IA on why so many requisitions have been cancelled, why so many have a delivery date 5+ years from now, etc.

### Requisition Summary

Click on the Requisition Summary tab on the menu bar shown in the screen below.



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**Country Profile Summary**

BN (Bandaria) [Printable View of This Report](#)

Total Cases: 340

Total Value: \$9,035,527,083.00

**Country Profile by Implementing Agency**

Country: BN (Bandaria)

Implementing Agency: B (Army)

Case ID	Case Description	Total Value
BN-B-ABC	COMMO SPARES PARTS	\$0.00

This screen gives you a roll-up of all of your requisitions by IA and host nation service. When you click on this tab a screen similar to the one below will be displayed.

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### Requisition Group Code Summary

BN (Bandaria)

UnshippedRequisitions: 3,736  
\$177,715,716.15

ShippedUnbilledRequisitions: 1,526,387  
\$4,450,423,904.79

ShippedPartialBilledReqs: 103  
\$2,415,065.31

ShippedExpendedRequisitions: 1,931,290  
\$6,016,259,155.29

CancelledRequisitions: 1,606,432  
\$4,832,464,959.57

[View Country Detail](#)

<b>Total Reqs:</b>	5,067,948
<b>Total Cases:</b>	340
<b>Total Value:</b>	\$15,479,278,801.11
<b>Countries:</b>	1

Unshipped:	3,736	\$177,715,716.15
Shipped		
Unbilled:	1,526,387	4,450,423,904.79
Shipped		
Partial Billed:	103	2,415,065.31
Shipped		

### Requisition Summary By Implementing Agency

Country: BN (Bandaria)

[Printable View of This Report](#)

**Implementing Agency: B (Army)**

Requisition Group Code	Total Requisitions	Total Value
Unshipped	974	\$150,706,578
Shipped Unbilled	545	\$3,601,157
Shipped Partial Billed	0	\$0
Shipped Expended	87,902	\$827,725,923
Cancelled	8,943	\$0

99,969 Requisitions for Implementing Agency B (Army) totalling \$1,007,937,346.84

**Implementing Agency: C (Defense Information Systems Agency (DISA))**

Requisition Group Code	Total Requisitions	Total Value
Unshipped	0	\$0
Shipped Unbilled	0	\$0
Shipped Partial Billed	0	\$0
Shipped Expended	0	\$0
Cancelled	0	\$0

0 Requisitions for Implementing Agency C (Defense Information Systems Agency (DISA)) totalling \$0.00

**Implementing Agency: D (Air Force)**

Requisition Group Code	Total Requisitions	Total Value
Unshipped	2,133	\$22,871,204
Shipped Unbilled	1,525,207	\$4,446,272,953
Shipped Partial Billed	0	\$0
Shipped Expended	1,544,801	\$4,530,771,296
Cancelled	1,546,864	\$4,563,357,367

1,547,818 Requisitions for Implementing Agency D (Air Force) totalling \$4,580,691,616.98

**Implementing Agency: M (Army (Other))**

The left side of the screen gives a country roll-up by categories such as unshipped, shipped unbilled, etc. The right side of the screen breaks out the requisitions the same way only now it is at the IA and host nation service level.

How many shipped expended requisitions do you have with the U.S. Army? \_\_\_\_\_  
How many cancelled requisitions does the host nation Navy have? \_\_\_\_\_

## Ad-Hoc Reports

Click on the Ad-Hoc Reports tab on the menu bar shown in the screen below.

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### Country Profile Summary

BN (Bandaria)

Total Cases: 340

Total Value: \$9,035,527,088.00

### Country Profile by Implementing Agency

Country: BN (Bandaria)

[Printable View of This Report](#)

**Implementing Agency: B (Army)**

Case ID	Case Description	Total Value
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This may be the single most important function for you and the host nation. This function allows you to query the database and have it answer most every question you ask. You get to choice what fields you want in your report, how the data is sorted, and format in which it is displayed. This function even allows you to export your results to an Excel spreadsheet so that you can easily share the information with others. When you click on this tab the screen below will be displayed.

Take a few minutes and “play” with this function. Try to make a report that answers the question “How many cases has the U.S. Air Force implemented for the country, what is the short description of these cases, and what are the net and total values of cases?” (Hint: you will need to set some filters and choose a sort order for this report).

### Input Forms

Click on the Input Forms tab on the menu bar shown in the screen below. Note: You may not and probably should not, have access to this function on your screen.

This screen allows the host nation to input requisitions, submit SDR's, etc. Although this screen is highly useful to the customer it has little use for the SAO as you should NOT be inputting requisitions or submitting SDR's.